

# UUFLG BUSINESS MEETING MINUTES

May 22, 2011

The meeting was called to order at 12:05 PM by Jim Stahl, UUFLG Board of Trustees Secretary.

It was noted that most of the annual reports from the Fellowship Committees were available and would be posted on the UUFLG web site.

A quorum count was made with a determination that Fellowship members attending the Business meeting exceeded the minimum 20% of active members required to conduct the meeting. Some of the members who were present had already submitted absentee ballots and the method of avoidance of double voting was explained.

Information concerning five planned agenda items had been sent to all members prior to the Business meeting, along with absentee ballots for those wishing to vote but unable to attend.

The five planned agenda items, any notes of discussion and the vote results were as follows:

## 1. Election of Members to fill UUFLG Board of Trustees positions

There were member nominees put forward by the current UUFLG nominating committee for each of five two-year term positions to be filled for the 2012 and 2013 fiscal years. The positions and nominees were:

<u>Position</u>	<u>Nominee</u>
President	Bert Olson
Vice-President	Kathryn Wood
Building and Grounds Trustee	Coralee Linton
Sunday Programs Trustee	Jo Cooley
Community Visibility Trustee	Bonnie George

All nominations were confirmed by a YES vote of 21 members present, supported by a YES vote from 14 absentee ballots. There were no NO votes.

## 2. Election of Members to the Nominating Committee.

There were four member nominees put forward by the current UUFLG nominating committee for the five one-year term positions to be filled for the 2012 fiscal year. The nominations were:

Erma Browning	Jen Dadek
Sharon Graham	Katie Stubstad

The four nominations were confirmed by a YES vote of 21 members present, supported by a YES vote from 14 absentee ballots. There were no NO votes.

There was a motion from the floor to nominate JJ Martin for the fifth position. JJ concurred with the nomination and was confirmed by a voice vote of the members present.

3. Resolution on Sustainable Purchasing and Operations:

The UUFLG Social Action team requested Member approval of the following resolution.

**Whereas:**

We affirm and promote the interdependent web of life  
We want to be a model of environmental responsibility and sustainability  
We want to educate, support and inspire others in the practice of environmental responsibility

**Therefore:**

We, the Unitarian Universalist Fellowship of Los Gatos, commit to practice and promote environmentally responsible purchasing and operations.

Upon a call for discussion a caution was raised that the resolution be implemented with care to avoid use of some environmentally preferred products that are not practical in actual use.

Additionally, the Social Action Team was requested to prepare implementation guidelines to aid Members.

The resolution was passed by a YES vote of 21 Members present, supported by 12 YES and two NO votes from absentee ballots.

4. Modification of the UUFLG fiscal year 2011 approved budget.

The Finance Committee, supported by the UUFLG Board, requested a change to the previously approved fiscal year 2011 budget. The fiscal year 2011 budget, approved at the May 2010 UUFLG Business Meeting, included full payment of Fair-Share contributions to both the UUA and PCD. The Finance committee requested the contribution be reduced by half.

Two questions were raised and answered regarding the request.

a) **Question:** Would the one-half payment remain an obligation to paid at a later date?

**Answer:** No, the payments are contributions and not dues obligations.

b) **Question:** Is the issue within the Board's purview to decide without a Member vote?

**Answer:** The change is a line item modification to a budget approved by the Members and the Board determined the change should properly be addressed by the Members.

After discussion, the request was approved by 20 Yes and one NO vote by the Members present, supported by 12 YES and one NO vote from absentee ballots.

5. Approval of the UUFLG Operating Budget for the fiscal 2012 year beginning July 1, 2011.

A proposed Fellowship operating budget for fiscal year 2012 was presented for approval. It was noted that the proposed budget provides for a half-time minister as well as one Sunday only minister. It was further noted that the proposed budget does not include funds for payment of UUA and PCD donations.

The proposed budget was approved by 20 Yes and one NO vote by the Members present, supported by 13 YES and one NO vote from absentee ballots.

The approved fiscal year 2012 Operating budget is included at attachment 1 to these minutes.

Following disposition of the five planned agenda items, there was a request from the floor for an update on the search for a half-time minister. Bert Olson provided the following as a representative of the search team.

The task group has been in place one year. There were no minister applicants until late 2010. By early 2011 there were seven minister applications all from out of state. All were reviewed and four were given a phone or personal interview. It was determined to be inadvisable to consider relocating a half-time minister to the bay area.

More recently the search team has prioritized their search for local candidates and has been in contact with several. The search team anticipates selecting a candidate for Board approval by the end of calendar year 2011.

There being no other business before the members, a motion was made and seconded to close the Business Meeting. The motion was concurred by voice vote and the Business Meeting was closed at 12:35 PM.

Minutes prepared by Jim Stahl, UUFLG Board Secretary

**Attachment 1, Approved Fiscal Year 2012 budget.**  
 ( The approved budget is in the fourth column.)

<b>Unitarian Universalist Fellowship of Los Gatos</b>				
<b>Proposed 2011-2012 Budget</b>				
	<b>2010-2011</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2011-2012</b>
	<b>Approved</b>	<b>Projected</b>	<b>Target</b>	<b>Half-time</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Minister</b>
<b>Income</b>				
Pledges received during the drive	108,574	106,874	105,798	91,000
Pledges received after the drive	3,000	1,090	3,000	3,000
<b>400 Pledges Made</b>	111,574	107,964	108,798	94,000
405 Pledges Written Off	-3,000	-12,000	-3,000	-3,000
Received from FY11 surplus	3,000	2,500	0	3,120
<b>410 Contributions</b>		2,500	3,000	3,000
420 Sunday Collections	3,500	3,500	3,500	3,500
<b>430 Fund Raising</b>				
431 Auction	8,000	5,000	8,000	5,000
432 Boutique	1,677	1,464	1,677	1,677
438 Special Fund Raising	500	500	500	500
<b>Total 430 Fund Raising</b>	<b>10,177</b>	<b>6,964</b>	<b>10,177</b>	<b>7,177</b>
460 Building Rental	8,000	6,700	8,000	8,000
465 Interest and Dividends	75	75	75	75
<b>Total Income</b>	<b>133,326</b>	<b>115,703</b>	<b>130,550</b>	<b>115,872</b>
<b>Expenses</b>				
<b>500 Board of Trustees</b>				
501 Discretionary Expense	300	3,290	300	300
508 Pledge Drive Expense	0	600	0	0
<b>Total 500 Board of Trustees</b>	<b>300</b>	<b>3,890</b>	<b>300</b>	<b>300</b>
<b>510 Minister</b>				
510 Minister	41,312			
511 Salary and Housing		0	29,500	29,500
512 Insurance plus		0	8,862	8,862
513 Professional Expense		0	2,950	2,950
<b>Total 510 Minister</b>	<b>41,312</b>	<b>0</b>	<b>41,312</b>	<b>41,312</b>
<b>520 R.E. Director</b>				
521 Salary	10,000	10,000	10,000	10,000
<b>Total 520 R.E. Director</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>530 Finance Committee</b>				
532 Bookkeeping Expenses	600	600	800	800
<b>Total 530 Finance Committee</b>	<b>600</b>	<b>600</b>	<b>800</b>	<b>800</b>
<b>540 Administration</b>				
<b>541 Administrator</b>				
541.1 Salary	10,000	15,340	16,640	16,640
<b>Total 541 Administrator</b>	<b>10,000</b>	<b>15,340</b>	<b>16,640</b>	<b>16,640</b>
<b>542 Office Expenses</b>				
542.1 Office Supplies	1,800	1,800	1,800	1,800
542.3 Kitchen Supplies	400	400	400	400
<b>Total 542 Office Expenses</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
543 Web Site plus DSL	120	120	120	120
544 Newsletter Pub. & Mailing	500	500	500	500
545 Publicity	500	500	500	500
546 Telephone	1,600	1,600	1,600	1,600
<b>Total 540 Administration</b>	<b>14,920</b>	<b>20,260</b>	<b>21,560</b>	<b>21,560</b>

<b>550 Building Committee</b>				
551 Bldg. Oper. & Maint.	800	1,200	800	1,200
552 Custodian Services	4,800	4,800	4,800	4,800
553 Grounds Oper. & Maint.	900	900	900	900
554 Gardening Service	1,800	2,040	2,040	2,040
<b>Total 550 Building Committee</b>	<b>8,300</b>	<b>8,940</b>	<b>8,540</b>	<b>8,940</b>
<b>560 Sunday Programs</b>				
561 Ministers		7,000		12,000
562 Speakers	6,000	5,200	6,000	
<b>563 Program Costs</b>				
563.1 Music	6,500	6,500	6,500	6,500
563.2 Service Supplies	100	100	100	100
<b>Total 563 Program Costs</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>	<b>18,600</b>
565 Mileage	1,200	800	1,200	
<b>Total 560 Sunday Programs</b>	<b>13,800</b>	<b>19,600</b>	<b>13,800</b>	<b>18,600</b>
<b>580 Lifespan Education Committee</b>				
581 Children & Youth Education	400	400	400	400
583 Child Care		200		
584 Teachers Salaries	5,400	4,200	5,400	600
585 Background Checks	50	200	50	50
<b>Total 580 Lifespan Education Committee</b>	<b>5,850</b>	<b>5,000</b>	<b>5,850</b>	<b>1,050</b>
<b>590 Membership Committee</b>				
591 Directory and Brochures	200	200	200	200
592 Member Information System	100	100	100	100
<b>Total 590 Membership Committee</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>610 Fellowship Obligations</b>				
611 UUA Support	5,936	2,968	5,684	0
612 PCD Support	2,438	1,272	2,450	0
613 Reserve Payments			5,000	0
<b>Total Fellowship Obligations</b>	<b>8,374</b>	<b>4,240</b>	<b>13,134</b>	<b>0</b>
<b>620 Utilities</b>				
621 Water	800	800	800	800
622 PG&E	1,900	1,900	1,900	1,900
623 West Valley Disposal	250	250	250	250
<b>Total 620 Utilities</b>	<b>2,950</b>	<b>2,950</b>	<b>2,950</b>	<b>2,950</b>
<b>630 Insurance</b>				
631 Building Insurance	2,720	2,596	2,720	2,720
632 Workman's Comp.	1,224	1,136	1,224	1,224
<b>Total 630 Insurance</b>	<b>3,944</b>	<b>3,732</b>	<b>3,944</b>	<b>3,944</b>
<b>640 Taxes and Fees</b>				
642 Payroll Taxes	3,490	3,490	4,004	3,524
646 Fees and Assessments	1,500	1,500	1,500	1,500
<b>Total 640 Taxes and Fees</b>	<b>4,990</b>	<b>4,990</b>	<b>5,504</b>	<b>5,024</b>
<b>650 Loan Payments</b>				
Principal Repayment	11,801	0	0	0
Interest Payment	5,805	2,808	2,556	1,092
<b>Total 650 Loan Payments</b>	<b>17,686</b>	<b>2,808</b>	<b>2,556</b>	<b>1,092</b>
<b>Total Expenses</b>	<b>133,326</b>	<b>87,310</b>	<b>130,550</b>	<b>115,872</b>
<b>Net Operating Income</b>	<b>0</b>	<b>28,393</b>	<b>0</b>	<b>0</b>